



Office of the City Clerk

Weekly Report – for Week Ending August 14, 2015

OFFICE OF THE CITY CLERK – PROJECTS and STATUS

2016 Neighborhood Council Election -

Candidate Filing System - The mockup of the candidate filing web pages have been completed. Staff will be working with EmpowerLA on the integration of the EmpowerLA website with the candidate filing database.

Staff review of 85 NC bylaws has been completed. Three bylaws are still outstanding from the Department of Neighborhood Empowerment (DONE). DONE continues to resolve NC bylaw issues.

Staff continues to develop ballot voting models. First drafts for 61 NCs are ready for review.

Council and Public Services (CPS) Weekly Statistics:

Number of Ordinances Posted/Published	29
Number of Notices/Publications	31
Number of Contracts Attested	54
Number of Council Files Created	42
Number of Claims Received	104
+Number of Referrals	57
Number of Council Meetings	3
Number of Committee Meetings	6

Neighborhood and Business Improvement Districts:

The City Clerk Report, Ordinance of Intention, Management District Plan and Engineer's Report for the proposed Central Avenue BID were submitted for scheduling at Council Committee. The operating period for this new/proposed BID is January 1, 2016 to December 31, 2020.

Staff met with consultant to review the 2nd draft of the Management District Plan and Engineer's Report for the Westwood BID renewal.

LA Digital Government IT Summit Awards 2015 - The department was selected to receive two L.A. Digital Government Summit awards. The Outstanding IT project category will be awarded to the Election Dispatching System team. The other winning category is the Outstanding IT Service and Support award, which will go to Albert Lao in our Systems Division.

Wi-Fi at Piper Tech - The Wi-Fi installation at Piper Tech building in Space 300 and Space 375 has been completed. Wi-Fi will enable mobile applications to be used to track supplies and ballots on election night.

Flash Drive Migration - The server storage upgrade from conventional hard drives to the flash storage was completed. The upgrade provides faster application performance and has a lower failure rate when compared to traditional disk storage.

Watts Riots Anniversary - City Clerk YouTube SlideShow Online - In recognition of the 50 year anniversary of the 1965 Watts Riots the City Archives posted a slide show of photographs of the Fire Department in action during the events to the City Clerk's YouTube page. <https://youtu.be/ty9MLeKspAc> Various media outlets including KTLA, Fox 11, the Daily News and NBC4 inquired further about the material and reposted portions. The YouTube video had over 5,300 views so far. Additionally the Watts Riot newspaper headlines on display on the Henry Rio Bridge was provided to Cultural Affairs by the City Clerk Archives.

TOP ITEMS

- ***Wi-Fi Installation at Elections Center at Piper Tech Completed***
- ***Migration from Server Disk Drives to Flash Drives Completed***
- ***LA Digital Government IT Summit Awards***
- ***Watts Riots Photo SlideShow Available on City Clerk YouTube Channel***
- ***2016 NC Elections Preparation***



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Significant Research - Staff assisted the LAPD with the research of rewards offered by the City Council for information pertaining to criminal investigations.

Digitization of City Council Files - A third quote was received for digitizing a year's worth of City Council Files. Evaluation and selection continues.

Fiscal/AB1290/Council/General City Purposes - The biennial physical inventory continued. One formal protest was received pertaining to the City Records Storage Services RFP award. We received 21 GCP allocation requests, processed 29 invoices for payment, drafted 1 new contract, drafted 1 new restated and amended agreement and executed 2 contracts.

Personnel - Staff held Interviews for Commission Executive Assistant, contacted candidates and receiving resumes for Sr. Personnel Analyst, worked with the Controller's office to process Retro-Payments for two employee bonuses not received on schedule, created salary report for all of Council and CLA's Office, created service year report for CLA's Office, worked with Personnel Department and CPS to finalize Class Specifications for Legislative Assistant and staff held five new hire orientations.

ISSUES

Council Meeting Video Streaming - The Granicus live streaming video of the August 12 Council meeting failed. The Information Technology Agency is working on the problem.

UPCOMING . . .

National Voter Registration Day - Staff is researching activities for participation in the National Voter Registration Day to be held on September 22, 2015.